



OFFICE OF THE
WATER POLLUTION
CONTROL AUTHORITY

TOWN OF VERNON WATER POLLUTION CONTROL AUTHORITY

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APPROVED

MINUTES WATER POLLUTION CONTROL AUTHORITY REGULAR MEETING WASTEWATER TREATMENT PLANT

RECEIVED
VERNON TOWN CLERK
20 JAN 30 PM 2:30

December 5, 2019

7:30 p.m.

Attendees: Carina Hart, Ken Boynton and Andrew Tedford. Also present: Robert I. Grasis, Director, Water Pollution Control; Steve Boske, Assistant Director, Water Pollution Control; Matthew Daskal, Financial Analyst; Dj Lupacchino, Collection System Foreman; Steve Seigal, Vice President, and Michael Becker, Engineer, Tighe & Bond; Bill Francis, St. John's Church

CALL TO ORDER

Vice Chairman Tedford called the meeting to order at 7:30 p.m.

PUBLIC COMMENT

Bill Francis, 41 Pinnacle Road representing St. John's Church: Presented a letter dated November 3, 2010 outlining a sewer use fee structure at 523 Hartford Turnpike; he asked the Authority to continue to honor the fee structure.

Vice Chairman Tedford asked to move Agenda Item #6 to Agenda Item #3.

DISCUSSION OF ACCOUNT #6598

Mr. Daskal provided background on this item and answered questions from the Authority. Mr. Grasis explained that some water meter readings are done manually, but he wants to discontinue this process. Discussion took place relative to how to accurately charge sewer use fees for the property. It was the consensus of the Authority to table the item until the next meeting and to obtain past water meter readings for the property.

MINUTES OF THE WPCA REGULAR MEETING HELD ON SEPTEMBER 26, 2019

Mr. Boynton, seconded by Ms. Hart made a motion that the Water Pollution Control Authority accepts the minutes of the September 26, 2019 Regular Meeting as presented. There was no discussion and the motion passed 2-0-1 with Mr. Tedford abstaining.

UPDATE ON TREATMENT FACILITY UPGRADE

Mr. Seigal introduced Field Representative/Engineer Michael Becker to the Authority. Mr. Seigal suggested to the Authority, that Mr. Becker attend future WPCA meetings and explained that his role is to observe the construction of the project. Mr. Becker reported that: more than 100 submittals from Methuen have been received/reviewed; work has begun on the primary electrical service; 50% of the filter tanks have been demolished; and work has begun on two of the aeration tanks. Mr. Seigal referenced a project schedule from Methuen and he and Mr. Becker answered questions from the Authority.

DISCUSSION OF TIGHE & BOND'S ENGINEERING SERVICE PROPOSALS

Mr. Seigal explained the total cost of \$641,974 for both proposals and answered questions from the Authority. Relative to the Phase II Sewer System Evaluation Survey (SSES), he said the total would be \$594,000. The cost would include further analysis of six areas in the sanitary sewer that is infiltrated by more than 3,000 gallons per day of clean water. Mr. Seigal provided a map of the six areas and explained that this study will specifically identify the inflow source, the suggested means to correct it as well as the cost to correct it. The DEEP strongly encourages this work and offers a 55% grant he said. The cost of the proposal to evaluate Exit 66 and Exit 67 sewer service feasibility would be \$47,974 Mr. Seigal explained. Discussion took place. Mr. Grasis said that he is looking for approval from the Authority to submit the feasibility proposal to DEEP and to have the flow monitoring, that is part of the SSES, begin this spring. The cost of the flow monitoring, which is included in the total proposal, would be \$30,000 Mr. Seigal said. Further discussion took place. It was the consensus of the Authority to have Mr. Grasis take action on this item as necessary.

DISCUSSION OF ACCOUNT #4256

Mr. Grasis provided background on this item and answered questions from the Authority. Mr. Lupacchino explained that the camera truck was used extensively and the blockage was due to flushable wipes. Discussion took place about a deductible payment by the homeowner. Ms. Hart, seconded by Mr. Boynton, made a motion that the Water Pollution Control Authority approves a payment for Servpro Invoice #0919-570BIO for 25 Russell Drive in the amount of \$10,740.79 as a final settlement payment after a Release of Claims has been signed by the property owner(s) of 25 Russell Drive. The motion passed unanimously (3-0-0).

DISCUSSION OF ACCOUNT #8260

Mr. Daskal provided background information. Mr. Boynton, seconded by Ms. Hart made a motion to refund the overpayment. The motion passed unanimously (3-0-0).

DISCUSSION OF #188 WEST STREET SEWER CONNECTION

Mr. Boynton recused himself from voting on this item. He presented sewer lateral plans for his property located at 188 West Street and answered questions. He explained that the two units would have separate laterals coming from the duplex, then connect to a common lateral leading to the sewer main line. Discussion took place. Mr. Boynton proposed a modification to move the common connection closer to the sewer manhole. Ms. Hart, seconded by Mr. Tedford, made a motion to conditionally approve, based on modifying the current design to extend the two separate laterals closer to the manhole, and have Mr. Boynton present it to Rob Grasis, Director. The motion passed (2-0-1) with Mr. Boynton abstaining. Vice Chairman Tedford asked to move Item #15 to Item #10.

ADDITIONAL MATTERS

Discussion of 652 Dart Hill Road subdivision: Mr. Boynton recused himself from voting on this item. He presented plans for a 15 house development at 652 Dart Hill Road. Currently, there are four laterals, the existing house will be demolished, and a new sewer manhole will be installed on Dart Hill Road he said. The homes will be single family and the sewer will be privately maintained. He asked the Authority for permission to connect the subdivision to the town's existing sewer system. Mr. Grasis explained that the Authority needs to authorize the Director to enter in to a Developer's Permit Agreement with Mr. Boynton. Mr. Tedford, seconded by Ms. Hart, made a motion that the WPCA takes under the advisement of Rob Grasis, to enter into a Developer's Agreement with Mr. Kenneth J. Boynton for 652 Dart Hill Road. Discussion took place about the existing lateral and a future restroom facility at the nearby park. The motion passed (2-0-1) with Mr. Boynton abstaining.

PLANT SUMMARY

Mr. Boske said that the plant has been running very well for the past two months. A discussion took place regarding electrical use. Mr. Grasis updated the Authority on current activities which included: the \$6900 payment is still outstanding for damage done to the East Main Street sewer main by a contractor replacing water the line; the account at 14 Welles Road has paid all but \$60; no issues were found by Elm Electric upon inspection at the treatment plant for the electrical system; old furniture was replaced in the treatment facility conference room and at the Town Hall Annex Business Office; and Over the Road Waste dumping is still suspended from the treatment plant. A discussion took place after Mr. Grasis reported that a plant foreman position, which was vacated in January, is still open and the posting has not since been approved. It was the consensus of the Authority that it recommend to have the position filled. Also, in October, a power outage occurred at both Tankerhoosen and Campbell Avenue stations; root control begins next week for 20,000 feet of sewer line; Lisa Yost has achieved five years of perfect attendance; both Kevin Kearney's and Vice Chairman Tedford's terms have been extended as approved by the Town Council. Ms. Hart asked if a cost analysis regarding electrician services at the treatment facility and pump stations could be facilitated; perhaps it would warrant a full or part-time position.

REQUEST FOR A BID WAIVER TO PURCHASE POWDERED ACTIVATED CARBON FOR FY 2020-21

Mr. Grasis explained that this bid waiver would be the last one for powdered activated carbon (PAC) because the carbon will last through October 2021. The PAC process will be eliminated in the upgrade. Ms. Hart, seconded by Mr. Boynton, made a motion to accept the bid waiver presented for powdered activated carbon. The motion passed unanimously (3-0-0).

BUSINESS OFFICE REPORT

Mr. Daskal reported that the town will be upgrading MUNIS software next week to include Utility Billing. Mr. Grasis said that the Water Pollution Control department is one of the first departments to adopt electronic purchasing in town. Also, he informed the Authority that he will be asking for approval to reconcile the accounts that are considered non-collectible.

APPROVAL OF 2020 WPCA MEETING SCHEDULE

Mr. Boynton, seconded by Ms. Hart, made a motion to approve the 2020 WPCA Meeting Schedule as drafted. The motion passed unanimously (3-0-0).

ANY ADDITIONAL MATTERS

It was the consensus of the Authority to have the Election of Officers take place at the next regular meeting.

ADJOURN

Mr. Tedford seconded by Ms. Hart made a motion to adjourn. The motion passed unanimously (3-0-0) and the meeting was adjourned at 9:30 p.m.

Respectfully submitted,



Lisa B. Yost
Secretary, Water Pollution Control